

**TOWN OF DAVIE
TOWN COUNCIL AGENDA REPORT**

TO: Mayor and Councilmembers

FROM/PHONE: Giovanni Moss, Director, Housing and Community Development,
954-797-1226

PREPARED BY: Burton Spiwak, Programs Specialist, Housing and Community
Development

SUBJECT: Resolution

AFFECTED DISTRICT: Town Wide

ITEM REQUEST: Schedule for Council Meeting

TITLE OF AGENDA ITEM: BID - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCEPTING THE BID FROM NORTH AMERICAN TITLE COMPANY TO PROVIDE TITLE AND CLOSING SERVICES FOR THE NEIGHBORHOOD STABILIZATION PROGRAM (NSP).

REPORT IN BRIEF: The Town solicited bids to provide title and closing services required by DCA under the Neighborhood Stabilization Program (NSP). The solicitation was advertised statewide in Florida Bid Reporting and nationally in BidNet and also posted on the Town's website. The Bid Specification Committee has concurred with the selection of the North American Title Company as the firm submitting the lowest bid to provide the required services.

PREVIOUS ACTIONS: Resolution R-2009-71 approved on April 1, 2009 authorizing the Mayor to execute an Application and Housing Assistance Plan requesting \$2,316,292 in NSP funds; Ordinance 2009-13, approved on May 20, 2009 approved the budget amendment providing the funding for the NSP Program.

CONCURRENCES: The Bid Specification Committee, the Director of Housing & Community Development, and the NSP consultant all agree with the recommendation to award to North American Title Company as the lowest bidder.

FISCAL IMPACT: Yes

Has request been budgeted? Yes

If yes, expected cost: In accordance with unit prices identified in the attached bid tabulation

Account name and number: NSP Contractual Services - 011-1607-554-03.06

If no, amount needed: \$

What account name and number will funds be appropriated from:

Additional Comments: This is a State funded program

RECOMMENDATION(S): Motion to approve resolution

Attachment(s): Resolution, NSP Consultant's Recommendation Letter, Procurement Authorization, Selection Committee Ranking Sheet, Incorporation Information,

RESOLUTION _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA,
ACCEPTING THE BID FROM NORTH AMERICAN TITLE
COMPANY TO PROVIDE TITLE AND CLOSING SERVICES FOR
THE NEIGHBORHOOD STABILIZATION PROGRAM (NSP).

WHEREAS, the Town is in need of title and closing services for the
Neighborhood Stabilization Program; and

WHEREAS, the Town solicited bids for such services; and

WHEREAS, after review, the Town Council accepts the bid from North
American Title Company.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN
OF DAVIE, FLORIDA:

SECTION 1. The Town Council of the Town of Davie does hereby accept the bid
from North American Title Company in accordance with the unit prices identified in the
attached bid tabulation.

SECTION 2. The Town Council hereby authorizes the expenditure from the
NSP-contractual services account.

SECTION 3. This Resolution shall take effect immediately upon its passage and
adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2010

MAYOR/COUNCILMEMBER

ATTEST:

TOWN CLERK

APPROVED THIS ____ DAY OF _____, 2010

TOWN OF DAVIE PROCUREMENT AUTHORIZATION

<u>ACCOUNT NUMBER.</u>	<u>BUDGET ITEM & DESCRIPTION</u>	<u>APPROXIMATE COST</u>
011-1607-554-03.0	NSP Title & Closing Services Provider	To Be Determined by Bid

METHOD OF PROCUREMENT (check the one that applies)

- ☒ Open Competitive Bidding
☐ Piggyback on Contract Number _____
☐ Sole Source or Single Source
☐ Request For Proposals

SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

Signed _____
Department Head

Have Funds been Reserved N/A - NO AMOUNT SPECIFIED

Date 10/21/09 Signed AD

Signed _____
Town Administrator

BIDS SUBMITTED

<u>VENDOR</u>	<u>COST</u>
NORTH AMERICAN TITLE COMPANY WESTON TITLE + ESCROWS	SEE ATTACHED BID TABULATION

Signed _____
Procurement Manager

BID SPECIFICATION COMMITTEE'S RECOMMENDATION

<u>Vendor</u>	<u>Cost</u>
NORTH AMERICAN TITLE COMPANY	SEE ATTACHED BID TABULATION

BID OPENING REPORT

BID NAME: Little Chasing Suces NSP
 BID NUMBER: B-09149

TIME: 2:27 pm
 DATE: 11.20.09

ESTIMATED COST: _____

NO. CONTRACTOR'S NAME BID AMOUNT COMMERCIAL RANKING

1.	North American Little	See Attached Bid	
2.	Weston Little Chasing	Tabulation	
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

REMARKS

SPECS SENT TO TWENTY (20) PROSPECTIVE BIDDERS
TOWN REC'D TWO (2) BIDS

NOTE: THE ABOVE BID AMOUNTS HAVE NOT BEEN CHECKED, AND BID TOTALS ARE SUBJECT TO CORRECTION AFTER THE BIDS HAVE BEEN COMPLETELY REVIEWED.

THIS IS ONLY A FINANCIAL RANKING OF ALL THE BIDS RECEIVED. THE USING DEPARTMENT IS RESPONSIBLE FOR REVIEWING THE BIDS FOR COMPLIANCE WITH ALL THE BID SPECIFICATIONS PRIOR TO SUBMITTAL OF LETTER OF RECOMMENDATION.

PURCHASING OFFICIAL: [Signature]
 WITNESS: Angela Salinas

DATE: 11.20.09
 DATE: 11.20.09



FRED FOX ENTERPRISES, INC

Providing Grant Writing and Administration Services

December 11, 2009

Mr. Giovanni Moss, Director
Housing and Community Development
Town of Davie
4700 Davie Road, Suite D
Davie, Florida 33314

RE: Town of Davie NSP CDBG Agreement #10DB-4X-11-16-02-F08
Recommendations for Acquisition Services

Dear Mr. Moss:

Please find below Fred Fox Enterprises recommendations related to bids for acquisition services:

Title and Closing Services Bid #-09-149- Fred Fox Enterprises, Inc. recommends the Town Council approve the lowest qualified bidder North American Title Company in the amount of:

Contract Sum Per Title Search \$175.00

Contract Sum Per Closing cost \$195.00,

Contract Sum Per Title Insurance Policy \$5.75/\$1,000 on first \$100,000 and \$5.00/\$1,000 on the premium between \$100,001 to \$1,000,000

Termite Inspection Services Bid #-09-150- Fred Fox Enterprises, Inc. recommends the Town Council approve the lowest qualified bidder Orange Pest Control in the amount of:
\$ 50.00 per Termite Inspection Single Family Properties 2,000 sq ft or less,
\$ 60.00 per Termite Inspection Single Family Properties 2,001 sq ft to 3,000 sq ft

Radon Gas Inspection Services Bid #-09-151 - Fred Fox Enterprises, Inc. recommends the Town Council approve the lowest qualified bidder EnHealth Environmental, Inc (EHE) in the amount of:

\$ 350.00 per Radon Inspection Single Family Properties 2,000 sq ft or less,

\$ 350.00 per Radon Inspection Single Family Properties 2,001 sq ft to 3,000 sq ft

Phase I Environmental Assessment Services Bid #-09-152- Fred Fox Enterprises, Inc. recommends the Town Council approve the lowest qualified bidder Land Design South of Florida Inc. in the amount of: \$ 850.00 per Phase I Environmental Assessment.

Lead Paint Inspection Services Bid #-09-154- Fred Fox Enterprises, Inc. recommends the Town Council approve the lowest qualified bidder Pb03 Environmental Testing in the amount of:

\$ 250.00 2,000 sq ft or less single family property Lead Inspection

\$ 8.00 2,000 sq ft or less single family property Risk Assessment

\$ 235.00 2,000 sq ft or less single family property Clearance Test

\$ 250.00 2,001 sq ft -3,000 sq ft single family property Lead Inspection

\$ 8.00 2,001 sq ft -3,000 sq ft single family property Risk Assessment

\$ 235.00 2,001 sq ft -3,000 sq ft single family property Clearance Test

Chinese Drywall Inspection Services Bid #-09-155- Fred Fox Enterprises, Inc. recommends the Town Council approve the lowest qualified bidder Greentree Environmental Services, Inc. in the amount of:

\$ 150.00 per Chinese Drywall Inspection Single Family Properties 2,000 sq ft or less

\$ 200.00 per Chinese Drywall Inspection Single Family Properties 2,001 sq ft to 3,000 sq ft

Asbestos Inspection Services Bid #-09-156- Fred Fox Enterprises, Inc. recommends the Town Council approve the lowest qualified bidder GFA International in the amount of:

\$ 300.00 per Asbestos Inspection Single Family Properties 2,000 sq ft or less

\$ 75.00 per Asbestos Clearance Inspection Single Family Properties 2,000 sq ft or less

\$350.00 per Asbestos Inspection Single Family Properties 2,001 sq ft to 3,000 sq ft

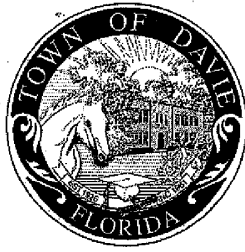
\$ 75.00 per Asbestos Clearance Inspection Single Family Properties 2,001 sq ft to 3,000 sq ft

If you have any questions please feel free to contact my office at (904) 810-5183.

Sincerely,

Fred D. Fox

Fred D. Fox
Consultant



HOUSING AND COMMUNITY DEVELOPMENT

4700 SW 64TH AVENUE- SUITE D

DAVIE, FLORIDA 33314

PHONE: (954) 797-1173 FAX: (954) 797-2058 WWW.DAVIE-FL.GOV

Memorandum

TO: Herb Hyman, Procurement Manager

FROM: Burton Spiwak, Programs Specialist *BS*

SUBJECT: Selection – Title and Closing Services, Neighborhood Stabilization Program (NSP) Bid #09-149

DATE: December 28, 2009

We concur with the Consultant's review and recommendation to award North American Title Company the title and closing services for the Town's Neighborhood Stabilization Program.

If you have any questions, please do not hesitate to call me at 954-797-1857.

Title and Closing Services- NSP - B-09-149

	Weston Title & Escrow	North American Title Company
<u>Item and Description</u>	<u>Total Price</u>	<u>Total Price</u>
Proposed Contract Sum per Title Search	\$125.00	\$175 for residential \$395 for commercial
Proposed Contract Sum per Closing	\$350.00	\$195 for residential \$495 for commercial
Proposed Contract Sum per Title Insurance Policy	7% discount	\$5.75 /\$1000 of premium on the first \$100,000 and \$.00/\$1000 on the premium between \$100,001 to \$1 million
TOTAL	\$475.00	\$370.00

**Request for Taxpayer
Identification Number and Certification**

Give form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)

NORTH AMERICAN TITLE COMPANY

Business name, if different from above

Check appropriate box: ☐ Individual/
Sole proprietor

☒ Corporation

☐ Partnership

☐ Other

☐ Exempt from backup
withholding

Address (number, street, and apt. or suite no.)

700 NW 107TH AVE, SUITE 100

Requester's name and address (optional)

City, state, and ZIP code

MIAMI, FL 33172

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

|| + || + || + || + || + ||

or

Employer identification number

51912111471016

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign
Here

Signature of
U.S. person

M. Myrell

Date

11/19/09

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued);
2. Certify that you are not subject to backup withholding; or
3. Claim exemption from backup withholding if you are a U.S. exempt payee.

In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States.
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States; or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity.

Town of Davie
Vendor/Bidder Disclosure

I, BEVERLY McREYNOLDS, being first duly sworn state that:
The full legal name and business address of the person(s) or entity contracting with the
Town of Davie ("Town") are as follows (Post Office addresses are not acceptable):

Name of Individual, Firm, or Organization: NORTH AMERICAN TITLE CO.

Address: 8151 PETERS RD, STE. 1100

PLANTATION, FL, 33324

FEIN 59-2114706

FL _____

OWNERSHIP DISCLOSURE AFFIDAVIT

1. If the contract or business transaction is with a corporation, the full legal name and business address shall be provided for each officer and director and each stockholder who directly or indirectly holds five percent (5%) or more of the corporation's stock. If the contract or business transaction is with a trust, the full name and address shall be provided for each trustee and each beneficiary. All such names and address are as follows (Post Office addresses are not acceptable):

Names, Addresses, and Titles of Individual Who Will Lobby:

Full Legal Name

Address

Ownership

SEE EXHIBIT B ATTACHED HERETO %

%

%

74

2. The full legal names and business addresses of any other individual (other than subcontractors, materialmen, suppliers, laborers, and lenders) who have, or will have, any legal, equitable, or beneficial interest in the contract or business transaction with the Town are as follows (Post Office addresses are not acceptable):

Full Legal Name

Address

By: [Signature]
Signature of Affiant

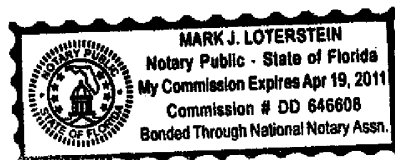
Date: 11/19/09

BEVERLY McREYNOLDS
Print Name

SUBSCRIBED AND SWORN TO or affirmed before me this 19TH day of NOVEMBER 2009, by BEVERLY McREYNOLDS, he/she is personally known to me or has presented _____ as identification.

[Signature]
Notary Public, State of Florida at Large

MARK J. LOTERSTEIN
Print or Stamp of Notary



Serial Number _____

My Commission Expires: _____

FLORIDA DEPARTMENT OF STATE
DIVISION OF CORPORATIONS



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Detail by Entity Name

Florida Profit Corporation

NORTH AMERICAN TITLE COMPANY

Filing Information

Document Number F37278
FEI/EIN Number 592114706
Date Filed 06/04/1981
State FL
Status ACTIVE
Last Event NAME CHANGE AMENDMENT
Event Date Filed 10/16/2001
Event Effective Date NONE

Principal Address

700 NW 107 AVENUE
SUITE 300
MIAMI FL 33172 US

Changed 04/25/2007

Mailing Address

700 NW 107 AVENUE
SUITE 400
MIAMI FL 33172

Changed 04/07/2008

Registered Agent Name & Address

C T CORPORATION SYSTEM
1200 SOUTH PINE ISLAND ROAD
PLANTATION FL 33324 US

Name Changed: 12/15/2004

Address Changed: 12/15/2004

Officer/Director Detail

Name & Address

Title CH/D

REED, LINDA
700 NW 107 AVENUE, SUITE 300
MIAMI FL 33172 US

Title D/S

FERNANDEZ, EMILIO
700 NW 107 AVENUE, SUITE 300
MIAMI FL 33172 US

Title D

KELLER, CLOTILDE
700 NW 107 AVENUE, SUITE 300
MIAMI FL 33172 US

Title P

MCREYNOLDS, BEVERLY
700 NW 107 AVENUE, SUITE 300
MIAMI FL 33172 US

Title SVP

BLACK, ELAINE
700 NW 107 AVENUE, SUITE 300
MIAMI FL 33172 US

Title VP/T

BENSON, DONNIS L
700 NW 107 AVENUE, SUITE 300
MIAMI FL 33172 US

Annual Reports

Report Year Filed Date

2007	04/25/2007
2008	04/07/2008
2009	04/17/2009

Document Images

04/17/2009 -- ANNUAL REPORT	View image in PDF format
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04/25/2007 -- ANNUAL REPORT	View image in PDF format
04/28/2006 -- ANNUAL REPORT	View image in PDF format
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12/15/2004 -- Reg. Agent Change	View image in PDF format
04/30/2004 -- ANNUAL REPORT	View image in PDF format
06/20/2003 -- Reg. Agent Change	View image in PDF format
01/24/2003 -- ANNUAL REPORT	View image in PDF format
01/18/2002 -- ANNUAL REPORT	View image in PDF format
10/16/2001 -- Name Change	View image in PDF format
01/11/2001 -- ANNUAL REPORT	View image in PDF format
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07/01/1998 -- Reg. Agent Change	View image in PDF format
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